

Labor/Management

Wednesday, Nov. 18, 2020

1:30 p.m. via Zoom

Attending: Gerianne Downs, Kim Hartshorn, Alex Enyedi, Anne Hansen, Anne Herzog, Lizzie Wahab, Josee Laroche, Dan Gordon, Erin Campbell, Oscar Flores, Diane Merkel, Sarah Reyell, Kathy Briggs, Michelle Cromwell

1. Isolation and quarantine issues

Concerns with it going through spring. Want to clear up.

- Coordinator

Half-time coordinator just hired? What is the coordinator coordinating and who are they supervising? Lizzie said she'll have Mike Caraballo send the job description and coordinator information over. Kim: Who are working there? Lizzie: all voluntary. Karen Waterbury manages schedule for whole week, filling in slots on a rotating basis. Not paying them for the INQ jobs, just doing that in addition to what they do for Mike in athletics. Not a formal re-assignment. Mike Howard's athletic team has helped out everywhere they can according to their availability. It's a week-long thing, from 9 to 9 every day. Have to have INQ coordinate it. Kim: Not my understanding it was voluntary. Lizzie: No formal re-assignment, no equity based filling in. Those who could, or who had availability did it. At discretion of person helping. Call went out to everyone to help. Asked every cabinet member to ask their colleagues to help us out, those who can fill in. Kim: People from athletics feel they've been directed to work there. Lizzie: asked athletics to help us out, and if they're not actively training or monitoring and have time in their schedule, those who could helped out. There are many coaches and staff don't feel they can have exposure, for their health and safety, and we've kept that a very voluntary situation. Mike has a whole slew of people who said they can't do any part of it. Kim: INQ coordinator role? Lizzie: She is managing all the logistics of INQ. Releasing students, making sure there is someone in the different halls, managing food delivery, making sure phone connections, daily logistics in and out, food service, medicine delivery, all the essential delivery managed by INQ coordinator

- PPE

Kim: Many who have tested positive in INQ; there is no full PPE. Seems they're expected to call health center or UP. I believe there should be PPE available for emergency situations where someone is passed out or someone not answering their door. Are people identified who can respond in an emergency situation if necessary? I agree for most part should not be coming in contact anywhere. I would feel very uncomfortable walking down a hallway with covid positive students. Recommendation is I think they should be wearing N-95 masks in covid positive dorms.

Lizzie: Three people would be Kathleen, Pat and Mike, the three coming in closest contact. If tested in health center, then Laura. But nobody is coming in contact within six feet with someone ill. This is a question Kathleen, Mike and Pat should have with you. Lot of perception issues I haven't seen. Hard for me to imagine the hypothetical

situation. Would be better addressed if we talk with our health officials and emergency management team.

Erin: Not advocating all people have full PPE at all times; In the event of an emergency there may be a few sets to certain people fully trained if they have to go into a room.

Kim: My request is management have this discussion with health center, Pat and Mike and people working with INQ. I don't know to what extent PUUP has to be involved if the steps are being taken.

Lizzie: I think the steps have been taken. If person feels they've been left out, bring that person to our attention. Safety is of the utmost concern.

Kim: I would hope the college is being overly cautious, erring on the side of caution. Would also still like to reiterate the people working in INQ for most part do not feel they are volunteering. Erin?

Erin: Impression I got they feel essentially they had to unless they had some health condition that precluded them.

- Performance Programs

Kim: If is a reassignment, it has to be addressed in PP. If not a reassignment, then the voluntary nature needs to be better communicated. It's a fine but important line.

- Hazard Pay

Kim: Concept of hazard pay is one that I think management should at least consider. It's not contractual although is on the table statewide labor/management. Working in INQ, voluntary or not, still maintain people working INQ do not feel it is voluntary, but it is a burden, an extreme burden, and it needs to be addressed, especially for people who need to work into the evening.

Lizzie: INQ is a 9 to 9 every day job.

Kim: Overnight shift?

Lizzie: because we have CDs and Ras who have overnight duties, we have not had them overnight. CDs and RAs who manage those buildings take care of the overnight duties. Have 2 CDs staying over break.

Kim: Into December and January?

Lizzie: Depends on the students we have. Right now, 90-100. Over Christmas, we're anticipating the same amount. The need won't be as heavy as it is right now. Committed to offering that safety, security and the protocols.

Kim: if we do our due-diligence, informing those from athletics volunteer now but wish to no long volunteer?

Lizzie: Yes, absolutely. That's why we ask for volunteers every week to take a couple shifts so we don't have to depend on the same people who have been so flexible and generous with their time. We have not up to now said to anyone you have to do this.

Kim: those in athletics are aware they have time in their schedule now.

Lizzie: For three months we've relied on our professional staff and their willingness to help us. Scaled up last three weeks.

Kim: if this is a re-assignment, it would have to be reflected in performance programs. If this is a re-assignment but not dealing with PP because we're calling them volunteers, this needs to be cleaned up.

Lizzie: Let me understand this very clearly: Are you suggesting that we have actually reassigned people and are calling them volunteers? Should that question, my absolute honest answer would be we turned to athletics because they had the time, but at no moment did we say you cannot say no, I'm not going to do this. It's up to them and there are some who have not signed up, and that's OK. Their supervisor is working them as necessary doing other things. There has never been an intention of making this mandatory.

Kim: Given importance of INQ and uncertainties of virus, is it sustainable to continue INQ as a volunteer operation?

Lizzie: puts tremendous hardship on everyone involved. We're going to use this time to really look at INQ in a manner more sustainable, logistically put together in a way can be done by other teams beyond Mike Caraballo and Kathleen.

Josee: What it's labeled as, is that what you need?

Kim: what terms under the contract.

Erin: even if few hours a day. Coach, season's been cancelled, they have a PP that goes back to last year. Since this has started, been dedicating a lot of time to isolation and quarantine. Now job looks like INQ. How are they going to be evaluated when comes time for evaluation and who have they been reporting to during evaluation. That piece alone can become compilation if not some clear delineation what they've been doing, who reporting to, even that needs to be clarified.

Josee: That makes sense, especially in terms of evaluation. These positions are term. I can see they might be questioning what happens next. Maybe a letter file that says they provided this critical work during this time.

Oscar: If reassign a number personnel, do they have the knowledge about their health? Some legality if they get the virus.

Kim: goes back to the PPE issue. These people are working in situations much more risky than anyone else with exceptin of student health cente.r I think they're worried. I know some have been isolating at home when they go home to stay away from their families

Josee: Clearly of concern. Many UUP providing INQ services. I don't know what type of communication we've provided, might be time to bring employees, UUP, Kathleen, Mike and Pat for a gathering to talk about safety protocols, answer questions, seems to need more interaction. I have employees volunteering in pool testing, making goodie bags for those in quarantine, some other things, we have protocols, I'm not getting same concern from union members there. Maybe good to do something after Thanksgiving break.

Lizzie: Good idea. Kathleen, Pat and Mike train the volunteers. I think that communication would be good.

Kim: Would be good also. Please set that up and we'll be there. We became aware of this at a professionals issues meeting a few weeks ago. This was a situation that grew after there were multiple infections on campus.

2. Electronic files/adjunct files

Kim: Working with the task forces set up. Language went out to accommodate E-files, clarification in terms of the adjunct files would be reviewed at the chair level and at the dean's level. Communication from the former contingent officer that said the optional review after the dean's review would be opinion to the adjuncts if necessary.

Diane: Question appropriateness of this; the optional review originally was scheduled after dean but prior provost. It needs further consideration.

Kim: It is something need to look at.

Diane: I don't recall an optional review for an adjunct taking place.

3. Additional charge(s) to Electronic File task-force

Kim: Task force for looking at packages out there, Gary Kroll has set up three demonstrations with three different packages; may be more. Will be looking at those with goal of making a proposal for package that can handle our review files.

Dan:

4. HR announcement communications

Kim: Worry HR communications have different outlet than digest, people are missing announcements. If there was an archive where announcements could be archived for an easy place to find the announcement they missed or check the site

Josee: Every announcement to go to critical and not be part of the digest?

Kim: anything that has a deadline would be an important one for critical

Erin: Benefits.

Josee: Everyone will have a different thought about what should not go in the digest.

Erin: I do read the digest. Things that impact finances and health, those are the things people come to me about and have expressed to me the ones they've missed the most. One announcement on flex spending.

5. Inclement weather policy in relation to the telecommuting policy

Kim: One of the things that could help if we had a local work from home agreement. I know the state doesn't want us to do that, but we've created WFH agreements for covid situations. The first inclement weather day going to anticipate it's going to be a mess in terms of how people are being required to use their time; if there is some way we can allieviate that and come up with a plan, it would be a good thing.

Josee: Good thing is we have time between now and Feb. 5 when people return to work on campus. Probably be closer to January time when we can talk.

6. Budget updates and other communications from SUNY and/or the State

Kim: Budge update or any other SUNY communications?

Josee: No really.

7. Updates from Statewide UUP

Kim: Nothing from statewide UUP.

8. Other items that may arise

Erin: Anticipation of possible relief in the future? Discussion?

Josee: Built up anticipation for relieve in US as well as states in general; larger number of states that have larger costs impacting them. The likelihood that that relief is going to go to states and

medical and covid-related expenditures for help of the communities and hospitals. Any remaining funding available and living in NYS, I doubt it, would trickle to K-12; likelihood any higher education funding not great. But who knows.

Kim: Action items are:

We'll talk with Sarah R. on HR communication issues, look at inclement weather issues and look to having a town hall of some sort for the people who are working in Covid-related areas. We'll be there.

Anne Herzog: Diane Merkel's last day; last L/M meeting.

Adjourned: 2:39 p.m.